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DDA 84-0046/19
18 May 1984

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 18 May 1984

1. Progress reports on tasks assigned by the DCI/DDCI:

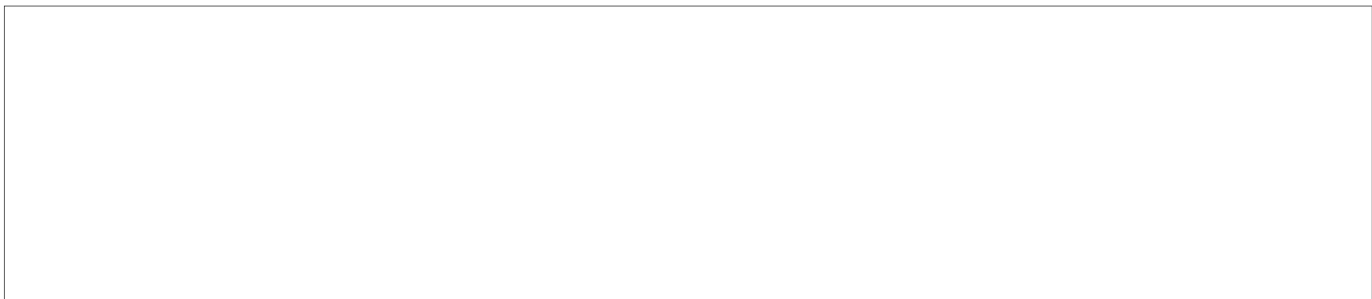
None.

2. Items/events of interest:

25X1 a. [] March 1984 retirees have been
nominated by their respective Career Services to the Civilian
25X1 Reserve Program. Their clearances are being processed by OMS and
OS. This brings to [] the total number nominated to the program.

b. The Office of Personnel has prepared a report which shows that the average PAR level in the Agency dropped slightly in FY 1983 as compared to FY 1982, going from 5.49 to 5.35. It also reported that the DI had the lowest average rating and the DO the highest. This is not seen as a reduction in the quality of performance, but, rather, a more objective interpretation of the definitions of the various PAR rating levels and a response to senior managements' urging to control the inflation of PAR ratings.

c. In response to a request by the A/DDI to increase minority representation in the Intelligence Directorate, the Office of Personnel met with representatives of minority colleges in Maryland and Virginia to increase our minority recruitment efforts. Additional recruiting is being planned for the fall 1984 academic term.



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e. The Office of Finance processed an advance of \$15,750,000 on 14 May to GSA as the first payment under Bid Package No. 1, for the Agency's new building on the Headquarters compound.

f. The CAMS2 Processing Segment has been made available to COMIREX. It is now a working system and has been placed into production.

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h. The Office of Training and Education has recently produced a videotape entitled "The Flow of DO Reports." Produced in cooperation with the Intelligence Training Division of OTE, the tape visually explains the process of moving intelligence from the field to the customers' desks.

25X1

j. Phase I implementation of the Community-Wide, Computer-Assisted, Compartmentation Control System (4C) nears completion with the installation of the encrypted link between Headquarters and a U.S. Air Force facility on the West Coast by the Office of Communications. As a result of the communications installation, this link should become operational on 21 May.

k. Office of Security computer specialists visited Wang Laboratories in Lowell, Massachusetts, to discuss research and development currently being conducted to enhance the computer security of future Wang hardware and software products.

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n. The installation of flooring in the exercise and locker rooms has been completed. This completes this phase of the quality of life project, which included the replacement of the running track in the Headquarters Building.

o. New Building Project:

(1) Bid Package #1: General Services Administration will issue the Notice to Proceed to the George Hyman Construction Company on 21 May. Prior to this official notice, the contractor has moved construction trailers on site and accomplished survey and layout work.

(2) Bid Package #3: Twenty-eight bidders are attending the third and last site visitation tours of the powerhouse this week. Bids for the powerhouse modifications will be opened at 2:00 p.m. on 22 May at the General Services Administration, National Capital Region.

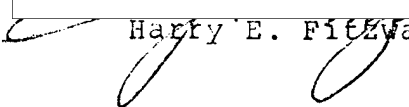
3. Significant activities anticipated during the coming week:

a. Monday afternoon, 21 May, the DDA and the Chief, New Building Project Office/OL, will be meeting with Mr. Harold King, the Commissioner of the Virginia Department of Highways and Transportation in Richmond to discuss the feasibility of improved access onto and off of the George Washington Parkway in connection with the new building expansion.

b. The DDA is scheduled to begin jury duty in Fairfax County on Wednesday morning 23 May. This duty likely will be every Wednesday for two months beginning on this date.

c. On Wednesday afternoon, 23 May, the DDA will attend the dedication ceremony for the Defense Intelligence Analysis Center at Bolling Air Force Base.

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